

STATE OF INDIANA

DEPARTMENT OF LOCAL GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH
100 NORTH SENATE AVENUE N1058
INDIANAPOLIS, IN 46204
PHONE (317) 232-3773
FAX (317) 232-8779

SCHOOL BUDGET INFORMATION FOR REVIEW PURPOSES

***Please file this completed form and the requested information with your Hearing Officer before or at your annual budget hearing.**

SCHOOL NAME:	_____	COUNTY:	_____
CONTACT PERSON:	_____	TITLE:	_____
TELEPHONE:	_____	FAX:	_____
MAILING ADDRESS:	_____	EMAIL:	_____

I. Excessive levy appeals – must be filed directly with the Indianapolis office of the Department of Local Government Finance, as well as filing one copy with the Auditor.

- ☐ New Facility
- ☐ Shortfall
- ☐ Emergency Financial Relief
- ☐ Transportation
- ☐ Transfer Tuition
- ☐ Referendum

II. Forms

- ☐ Prescribed Budget Forms 1, 1s, 2, 3, 4, 5
- ☐ Budget disk (if applicable)
- ☐ Line 2 Worksheet (with copies of reduction resolution if applicable)
- ☐ Encumbrance information from 2006 (See Form 9 for July – Dec. 2006)
- ☐ Debt Service Worksheet w/amortization schedules, copies of leases & lease rental affidavits
- ☐ DLGF order if the school entered into a new debt during 2007
- ☐ DOE Report of Average Daily Membership (including vocational education student counts)
- ☐ DLGF 2007 Budget Data Input Sheet (Blank form is included in School Workshop packet)
- ☐ DOE Form 9 for July – Dec 2006 and DOE Form 9 for Jan – June 2007

III. Additional information required

- ☐ Most recent DOESA545
- ☐ 2008 CPF Plan, Certificate of No Remonstrance, and Resolution of CPF Adoption
- ☐ 2008 Bus Replacement Plan and Resolution of Adoption
- ☐ Proofs of Publication - Budget Hearing
 - Notice of Adoption CPF
 - CPF Hearing
 - Bus Repl. Plan Hearing
- ☐ Certificate of Miscellaneous Revenue with updated revenue Form 2, if applicable

IV. Was a levy excess fund set up prior to July 1 of the current year? Y N N/A

V. Are you going to transfer money to the rainy day fund? Y N

VI. Neutrality resolution for Pension debt, if applicable

VII. Copy of School Board Resolution requesting fixed rate, cap, levy, combination fixed rate, etc. (if applicable)

VIII. If you expect budget cuts, please submit a cut list by priority

